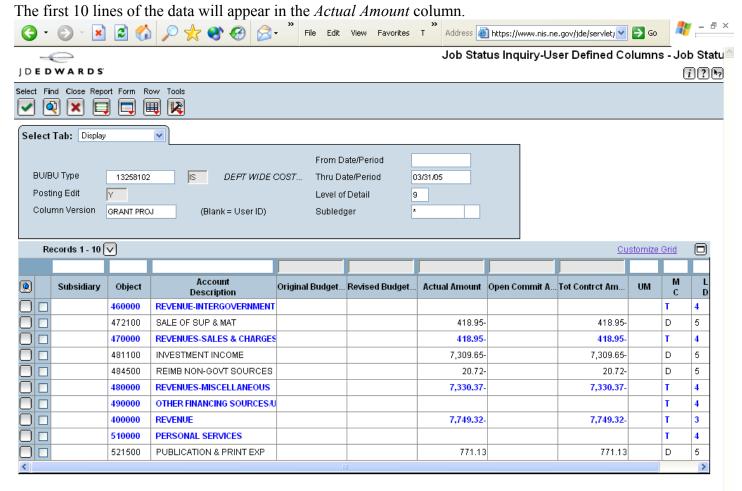# Job Status Inquiry

Navigation
General Accounting > General Accounting –Agencies > Inquiries & Reports > Accounting Inquiries > Job Status Inquiry-User Defined Columns

Process
1) Enter Business Unit number in *BU* field
2) Choose a *Column Version*
3) Customize the query using the other tabs (see pages 4 & 5)
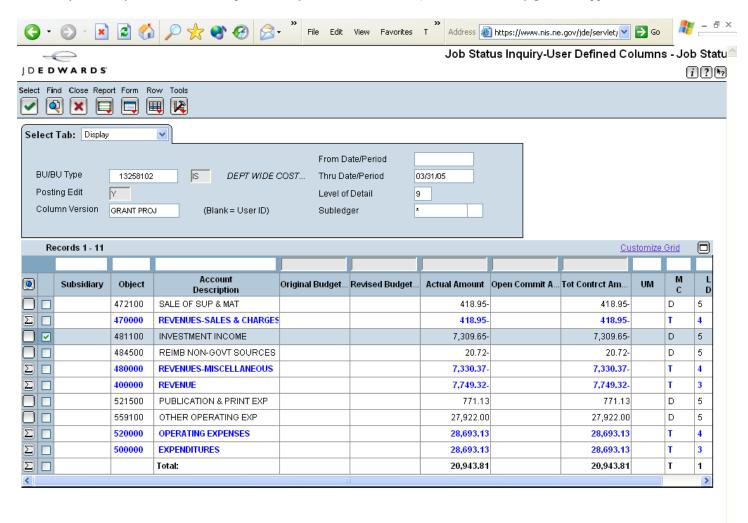4) Click *Find*.

NOTE: The Thru Date/Period will default to the last day of the current month. If data is needed for a specific period, enter appropriate dates in the From Date/Period and Thru Date/Period fields and click Find.

Result
The first 10 lines of the data will appear in the *Actual Amount* column.

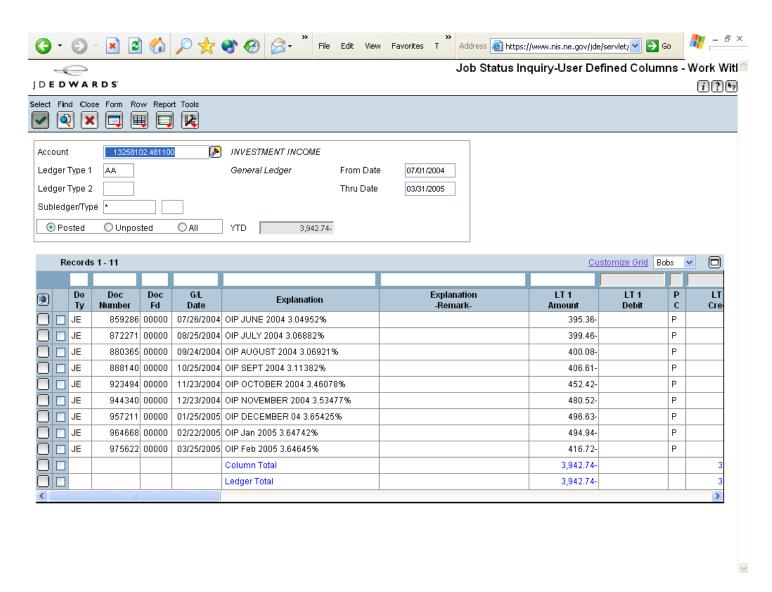| Subsidiary	Object	Account Description	Original Budget...	Revised Budget...	Actual Amount	Open Commit A...	Tot Contrct Am...	UM	M C	L D
	460000	REVENUE-INTERGOVERNMENT							T	4
	472100	SALE OF SUP & MAT			418.95-		418.95-		D	5
	470000	REVENUES-SALES & CHARGES			418.95-		418.95-		T	4
	481100	INVESTMENT INCOME			7,309.65-		7,309.65-		D	5
	484500	REIMB NON-GOVT SOURCES			20.72-		20.72-		D	5
	480000	REVENUES-MISCELLANEOUS			7,330.37-		7,330.37-		T	4
	490000	OTHER FINANCING SOURCES/U							T	4
	400000	REVENUE			7,749.32-		7,749.32-		T	3
	510000	PERSONAL SERVICES							T	4
	521500	PUBLICATION & PRINT EXP			771.13		771.13		D	5

Click on the *Records 1-xx* down arrow(s) to get to the bottom of the grid to see all data.

> NOTE: If the BU is not Fund 10000 or Fund 40000, the Total line in the Actual Amount column represents the Cash Balance of the BU. If revenues exceed expenditures (you have cash on hand), the cash balance figure will appear as a credit.

JD EDWARDS

Select Find Close Report Form Row Tools

Select Tab: Display

			From Date/Period	
BU/BU Type	13258102	IS DEPT WIDE COST...	Thru Date/Period	03/31/05
Posting Edit	Y		Level of Detail	9
Column Version	GRANT PROJ	(Blank = User ID)	Subledger	*

Records 1 - 11   Customize Grid

		Subsidiary	Object	Account Description	Original Budget...	Revised Budget...	Actual Amount	Open Commit A...	Tot Contrct Am...	UM	M C	L D
	☐		472100	SALE OF SUP & MAT			418.95-		418.95-		D	5
Σ	☐		470000	REVENUES-SALES & CHARGES			418.95-		418.95-		T	4
	☑		481100	INVESTMENT INCOME			7,309.65-		7,309.65-		D	5
	☐		484500	REIMB NON-GOVT SOURCES			20.72-		20.72-		D	5
Σ	☐		480000	REVENUES-MISCELLANEOUS			7,330.37-		7,330.37-		T	4
Σ	☐		400000	REVENUE			7,749.32-		7,749.32-		T	3
	☐		521500	PUBLICATION & PRINT EXP			771.13		771.13		D	5
	☐		559100	OTHER OPERATING EXP			27,922.00		27,922.00		D	5
Σ	☐		520000	OPERATING EXPENSES			28,693.13		28,693.13		T	4
Σ	☐		500000	EXPENDITURES			28,693.13		28,693.13		T	3
Σ	☐			Total:			20,943.81		20,943.81		T	1

To see the detail transactions for an account, flag the row then click *Select.* This will take you to the Work with Account Ledger screen (see next page)

The *From Date* on the Work With Account Ledger screen will default to July 1 of the current fiscal year. If you want to see transactions from previous periods, delete or change the *From Date* then click *Find*.
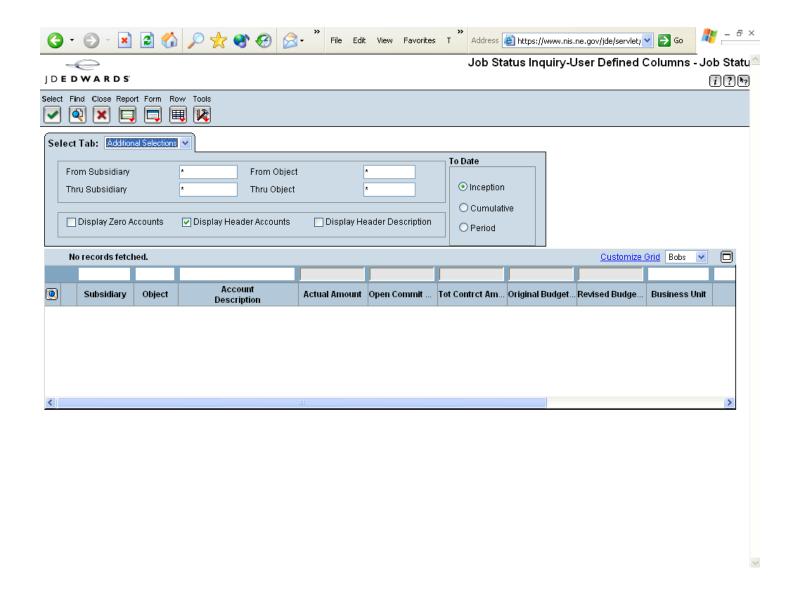

If the grid exceeds one page and a printout of the data is needed, click on *Report > Print Ledger*, then click *OK* on the Printer Selection screen to submit the print job to the processing queue.

See next two pages for use of the Tabs to facilitate queries.

To narrow your query to a range of accounts, use the *Additional Selections* tab and enter appropriate data in the *From Object* and *Thru Object* fields.

To restrict your query to the current month, click on the *Period* radio button.

To show the BU's description, flag the *Display Header Description* box.

To narrow your query to transactions in process, use the *Options* tab and click on the *Unposted* radio button.

To change the order that the accounts appear, you can change the *Sequence Code*.

To restrict your query to accounts with activity, enter "**A**" in the *Activity Option* field. This will reduce the number of times needed to click the *Records 1-xx* down arrow(s) to get to the bottom of the grid.

To display information for an irregular period of time such as a five-day workweek that occurs in the middle of a financial period, enter the number of days prior to the date contained in the Thru Date/Period field in the *Days Prior to Date* field. This can also be accomplished by use of the *From Date/Period* and *Thru Date/Period* fields on the *Display* tab.